

ABSTRACT OF THE DISCLOSURE

According to the present invention, the recorded images with image-accompanying data of the postal articles or documents to be read of different customers are furnished. For each customer, master data are stored in a searchable manner. The master data includes at least the origin of the images, the range of the agreed services and, in a cost model, includes their costs according to established image attributes.

Before each reading process, the respective customer and the respective reading job including the necessary image attributes are determined from the image-accompanying data are determined from the image-accomapnying data and from the master data. After conducting the reading process, the customer, the procesing information concerning the reading steps with the reading and processing results, the established image attributes and the image- accompanying data are stored for each image in a searchable, sortable and time-related manner. Based on the cost model, the accruing costs are determined, are stored in a sortable manner according to types of service and/or according to service perious, and are output to each customer.